

ANC QUARTERLY REPORT OF FINANCIAL ACTIVITY
FY 2018 Quarter 1: October to December 2017

Quarterly Report Period Covered FY 2018 Quarter 1

ANC 2E

Summary of Receipts and Disbursement: Checking Account

Balance Forward (from "Ending Balance" of Previous Quarterly Report) **\$7,100.45**

Receipts:

District Allotment	\$4,641.70
Interest	\$0.00
Other	\$0.00
Transfer(s) from Savings Acct.	\$0.00

Total Receipts **\$4,641.70**

Total Funds Available **\$11,742.15**

Disbursements

1 Personnel	\$3,829.50
2 Direct Office Cost	\$0.00
3 Communication	\$0.00
4 Office Supplies, Equipment, Printing	\$48.44
5 Grants	\$0.00
6 Local Transportation	\$0.00
7 Purchase of Service	\$0.00
8 Bank Charges, Transfers and Petty Cash	\$0.00
9 Other	\$20.97

Total Disbursements **\$3,898.91**

Ending Balance: (Should Agree with Checkbook Balance at End of Quarter) **\$7,843.24**

Approval Date By Commission: 2/26/2018

Treasurer

Chairperson

Secretary Certification

Date 2/26/2018

I hereby certify that the above noted quarterly financial report has been approved by a majority of Commissioners during a public meeting in which there existed a quorum.

CHECK LISTING

ANC 2E

Please list each check issued this quarter, including voided checks, and submit copies of your bank statements, back and front of canceled checks, receipts/invoices, contracts, agreements, grant request letters, minutes, and any other documentation that supports the disbursements listed herein. **Failure to submit copies of appropriate supporting documentation will result in disallowance of the related disbursement.**

Check #	Date	Payee	Amount	Expense Category #	Purpose of Expenditure	Date Approved
2121	10/2/17	Peter Sacco	\$1,011.42	1	Monthly net salary for the ANC's Executive Director	Budgeted
2122	10/2/17	United States Treasury	\$625.50	1	Quarterly federal taxes (social security, Medicare, and federal income tax withheld) for the ANC's Executive Director	Budgeted
2123	10/17/17	Department of Employment Services	\$63.00	1	Quarterly state unemployment insurance contribution for the ANC's Executive Director	Budgeted
2124	10/17/17	DC Treasurer	\$106.74	1	Quarterly state income tax withholding for the ANC's Executive Director	Budgeted
2125	10/30/17	Peter Sacco	\$1,011.42	1	Monthly net salary for the ANC's Executive Director	Budgeted
2126	10/30/17	Peter Sacco	\$33.46	4	Reimbursement for purchase of supplies for ANC table at Georgetown University's "Georgetown Day"	Budgeted
2127	VOID	VOID	VOID	VOID	VOID	VOID
2128	12/4/17	Peter Sacco	\$1,011.42	1	Monthly net salary for the ANC's Executive Director	Budgeted
2129	12/4/17	Peter Sacco	\$14.98	4	Reimbursement for purchase of commissioner business cards	Budgeted
2130	12/4/17	Peter Sacco	\$20.97	9	Reimbursement for purchase of refreshments for the December 4, 2017 ANC meeting	Budgeted
Total			\$3,898.91			

(1) If ongoing operating expense, indicate "Budget" and date budget was approved. If not included in approved budget, indicate date Commission approved the expenditure at a public meeting.

INCOME FORM

ANC 2E
Check if ANC has NO Savings Account ☐

SAVINGS ACCOUNT

Balance Forward: (from "Ending Balance" of Previous Quarterly Report) \$9,197.07

Receipts:

Transfer(s) From Checking Account	\$0.00	
Other (Interest Earnings, etc.)	\$3.47	
Total Receipts		\$3.47

Total Funds Available: \$9,200.54

Disbursements:

Transfer(s) to Checking	\$0.00	
Other	\$0.00	
Total Disbursements		\$0.00

Ending Balance: \$9,200.54

CHECKING AND SAVINGS ACCOUNT DEPOSITS

Please list each deposit made this quarter into the ANC's checking and savings account

Deposits to Checking Account

(Include transfers from savings account)

Date	Amount	Source/Description
10/10/17	\$4,641.70	District Allotment

Deposits to Savings Account

(Include transfers from checking account)

Date	Amount	Source/Description
10/31/17	\$1.17	Interest Earned
11/30/17	\$1.13	Interest Earned
12/29/17	\$1.17	Interest Earned